



CITY OF LODI COUNCIL COMMUNICATION

AGENDA TITLE: Adopt Resolution Terminating the Voluntary Time Off Program, Effective July 1, 2005

MEETING DATE: June 1, 2005

PREPARED BY: Deputy City Manager


RECOMMENDED ACTION: That the City Council, by Resolution, terminate the Voluntary Time Off Program effective July 1, 2005.

BACKGROUND INFORMATION: By Resolution No. 2003-91 (Exhibit A), the *City* Council approved a voluntary time-off (VTO) program for Fiscal Year 2003-04. The Resolution also included a provision that the VTO program could be extended by staff for Fiscal Year 2004-05. The VTO program was in effect for the ~~two~~ fiscal years and was not intended, nor authorized to extend, beyond the two-year budget cycle.

In Fiscal Year 2003-04, 94 employees participated in the VTO program, and in Fiscal Year 04-05 **66** employees participated in the program. The program, although popular with employees, essentially has created a liability for the City in that many employees have not taken their days off, and if they were to leave employment with the City of Lodi would receive a cash-out of the leave balance. It is therefore staffs recommendation that Council approve a Resolution officially terminating the VTO program and not extend the program to Fiscal Year 2005-06. Hours purchased by employees are not affected by this termination.

FISCAL IMPACT: Reduce future unfunded liabilities.

FUNDING AVAILABLE: Not Applicable.


Jan S. Keeter, Deputy City Manager

Attachment: Resolution 2003-91

APPROVED: 
Blair King, City Manager

RESOLUTION NO. 2003-91

A RESOLUTION OF THE LODI CITY COUNCIL APPROVING A
VOLUNTARY TIME OFF (VTO) PROGRAM FOR FISCAL YEAR 2003-04;
AND UPON STAFF REVIEW AND DETERMINATION OF SUCCESS,
CONTINUE THE PROGRAM FOR FISCAL YEAR 2004-05

WHEREAS, as a result of the anticipated budget shortfall, the City Manager established three committees to solicit input from employees, management, and labor representatives to develop ways to address this problem; and

WHEREAS, the three committees were Revenue Enhancement, Expenditure Reduction, and Reduction in Force Policy; and

WHEREAS, the Voluntary Time Off (VTO) Program was recommended by the Expenditure Reduction Committee and

WHEREAS, the key elements of the program are as follows:

- VTO would be available to non-sworn regular employees.
- VTO must be requested during the month of June 2003.
- VTO may be used starting July 1, 2003 through employee separation.
- VTO must result in an actual cost savings to City (no backfilling or overtime).
- VTO would not compromise service to the public.
- VTO must be approved by department head and authorized by City Manager.
- Employees would designate either 6 or 12 days as unpaid voluntary time off and receive respectively 7 or 14 days banked in return as incentive to take advantage of the program.
- VTO may not be "cashed out" in lieu of days off.
- The leave purchased under the plan will be titled "Grandi Leave."

NOW, THEREFORE, BE IT RESOLVED that the Lodi City Council does hereby approve the Voluntary Time Off (VTO) Program as outlined above: and

BE IT FURTHER RESOLVED that staff shall review the program, and if determined to be successful, the VTO Program shall continue for Fiscal Year 2004-05.

Dated: May 21, 2003

I hereby certify that Resolution No. 2003-91 was passed and adopted by the Lodi City Council in a regular meeting held May 21, 2003, by the following vote:

AYES: COUNCIL MEMBERS – Beckman, Hansen, Howard, and Land

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – Mayor Hitchcock

ABSTAIN: COUNCIL MEMBERS – None


SUSAN J. BLACKSTON
City Clerk

RESOLUTION NO. 2005-112

A RESOLUTION OF THE LODI CITY
COUNCIL TERMINATING THE VOLUNTARY
TIME OFF (VTO) PROGRAM

NOW, THEREFORE, BE IT RESOLVED that the Lodi City Council hereby terminates the Voluntary Time Off (VTO) Program implemented in 2003; and

BE IT FURTHER RESOLVED that hours currently purchased by employees are not affected by this termination; and

BE IT FURTHER RESOLVED that the effective date of the Program termination shall be July 1, 2005.

Dated: June 1, 2005

I hereby certify that Resolution No. 2005-112 was passed and adopted by the Lodi City Council in a regular meeting held June 1, 2005, by the following vote:

AYES: COUNCIL MEMBERS – Hansen, Hitchcock, Johnson, Mounce,
and Mayor Beckman

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – None

ABSTAIN: COUNCIL MEMBERS – None



SUSAN J. BLACKSTON
City Clerk